

MINUTES
Advisory Board of Athletic Trainers
January 23, 2002

The meeting was called to order at 9:30 a.m. by Natalie Steadman, Chair, and a quorum was established. Board members present were Natalie Steadman, T. Ross Bailey, John Harvey, Elicia Leal and Michael Saly. Others present were Bill Wissen, Executive Secretary; Elizabeth Hoffman, Associate Executive Secretary; C. David Richards, III, Program Attorney; Jim Zukowski, Ed.D., Director, Professional Licensing; Debbie Peterson, Assistant Director, Professional Licensing; Kathy Craft, Program Director; and Heather Muehr, Program Administrator. Guests present were Stephen Mills, Executive Director, Texas State Board of Professional Counselors.

The first order of business was introduction of guests.

The second order of business was public comment. No one addressed the board.

The next order of business was discussion and possible action concerning absent board members. All board members were present.

Agenda item 6 was the Chair report. Natalie Steadman, Chair, discussed the Council on Licensure, Enforcement, and Regulation Annual Conference. Ms. Steadman also reported on the actions of the Council of Independent Board Chairs. No action was taken.

The next order of business was approval of minutes of the July 19, 2001 board meeting. **A motion was made, seconded, and passed** to approve the minutes as written.

Agenda item 8 was the staff report. Heather Muehr distributed rosters of current, lapsed, and deleted athletic trainers. There was discussion concerning disaster recovery, including access to database back-up records. No action was taken.

Agenda item 9 was the staff report concerning examination statistics. Eileen Hartman provided handouts and discussed statistical information from the December 2001 examination. No action was taken.

The next order of business was the Education Committee report. Natalie Steadman reported that the committee had met twice during the past year with great outcomes. The primary focus of the group is to continually update the exam. There are now two versions of the practical exam. The committee also worked on revising older questions that needed updating and created new test items. No action was taken.

Agenda item 11 was the staff report concerning open and closed complaints. Heather Muehr reported on current and closed complaints. There was discussion concerning establishing a Complaints Committee. No action was

taken.

The next order of business was the Executive Secretary's report regarding new licenses issued. Bill Wissen stated that 43 new licenses had been issued since July 2001. Mr. Wissen also reported that the Houston exam site would not be available for the May 2002 examination and that he would explore options for alternate accommodations. No action was taken.

Agenda item number 13 was discussion and possible action concerning the Continuing Education Committee report. Liz Hoffman reported that three requests to provide continuing education credit had been submitted and approved since July 2001. No action was taken on the report.

The next order of business was review of the financial report. Debbie Peterson compared revenue and expenditures from fiscal year 2000 to fiscal year 2001. Ms. Peterson explained how recent fee increases had positively impacted the budget. No action was taken.

Agenda item number 15 was a legislative update. Jim Zukowski discussed the implementation of the recommendations of the business improvement plan prepared by Elton Bomer. The recommendation in the Bomer Report to separate the Independent Boards from the TDH or make them Advisory Committees was discussed. Mr. Zukowski reported that there might be proposed legislation that would standardize enforcement and sanctioning authority across all regulatory programs. Bill Wissen had been approached about making the Texas examination available to other states. There was discussion concerning the pros and cons of providing the Texas examination to other states and developing contractual agreements. No action was taken.

The next order of business was recognition of Stephen Mills for his service to the board. Michael Saly read a letter of appreciation and Natalie Steadman presented Mr. Mills with a plaque.

Agenda item number 16 was discussion and possible action concerning comments to proposed amendments to 25 Texas Administrative Code (TAC) Chapter 313. Kathy Craft read the comment that was received and explained the responses that were provided.

Agenda item number 17 was discussion and possible action concerning final adoption of proposed amendments to 25 Texas Administrative Code (TAC) Chapter 313. **A motion was made, seconded, and passed** to adopt the rule amendments as proposed and publish the notice of adoption in the *Texas Register*.

The next order of business was announcement of the next meeting date. The next meeting date was tentatively set for the morning of July 26, 2002, in Arlington, Texas.

The last order of business was adjournment. **A motion was made, seconded, and passed** to adjourn at 11:00 a.m.

Natalie Steadman, Chair

Elicia Leal, Secretary